

## MEMO

**TO:** Mayor Kasprzak  
Members of the Common Council

**FROM:** Assistant Fire Chief Randal Stone

**DATE:** December 27, 2012

**RE:** Fire and Ambulance Responses

For this week's period: December 19 to December 26 2012  
our Department has responded to the following:

### Fire Calls

Motor Vehicle Accidents / Hazardous Conditons	2
Emergency Medical Assist	13
Malicious False Calls	2
Automatic Alarms / Investigations	2
Service Calls	1
Hazardous Conditions	1
Rescue	21

**Fire Calls** 21

**Ambulance Calls** 45

**Mutual Aids into the City** 8

Randal Jay Stone  
Assistant Fire Chief

## MEMO

**TO:** Mayor Kasprzak  
Members of the Common Council

**FROM:** Assistant Fire Chief Randal Stone

**DATE:** January 3, 2012

**RE:** Fire and Ambulance Responses

For this week's period: December 27 to January 2, 2013  
our Department has responded to the following:

### Fire Calls

Motor Vehicle Accidents / Hazardous Conditions		
Emergency Medical Assist		8
Malicious False Calls		1
Automatic Alarms / Investigations		2
Service Calls		
Hazardous Conditions		4
Rescue		
Structure Fire		2
		17
<b>Fire Calls</b>	<b>17</b>	
<b>Ambulance Calls</b>	<b>50</b>	
<b>Mutual Aids into the City</b>	<b>13</b>	

Randal Jay Stone  
Assistant Fire Chief

# BUILDING INSPECTOR'S COMPLAINT REPORT: 12/28/12

DATE	STREET #	STREET NAME	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	DATE OF CORRECTION
12/18/2012	71	WALL ST	GARBAGE	CB		CORRECTIVE ACTION IN PROCESS	
12/21/2012		CORNELIA AND WILLIAM	REQUESTS PICK UP OF DISCARDED MATTRESS LEFT AT CORNER	CB		CORRECTIVE ACTION IN PROCESS	
12/28/2012	19	UNDERWOOD AVE	ONE LANE OF TWO LANE PRIVATE ROAD PLOWED	CB		CORRECTIVE ACTION IN PROCESS	



# Plattsburgh, New York

Richard A. Marks  
City Chamberlain

Department of Finance  
6 Miller Street  
Plattsburgh, NY 12901  
518-563-7704 TEL  
518-563-1714 FAX

TO: Mayor Kasprzak

FROM: Richard Marks

DATE: December 17, 2012

RE: Aerial Fire Truck Revenue and Matching Contribution - Budget Adjustment

The following budget adjustment is requested to increase the General Fund estimated revenue and the appropriation of a matching contribution to be transferred to the aerial fire truck reserve in the 2012 budget:

Increase Estimated Revenue: General Fund – Local Grants 0000-1127-2706 \$21,500.00

Increase Appropriations: Transfer to Capital Reserve 1-9550-000-9000 \$21,500.00

This item was not included in the 2012 General Fund budget and the budget adjustment will authorize that matching funds will be transferred from the General Fund operating cash to the capital reserve for the purchase of an aerial fire truck once the local grant revenue, restricted for the same purpose, is received from SUNY for its 2012 contribution. This adjustment will increase estimated revenues and appropriations equally therefore it will not change the net balance of the 2012 General Fund budget.

It is further requested in this resolution to authorize the transfer of the 2011 estimated revenue received during the 2012 budget year from SUNY for their 2011 contribution and to provide the matching contribution for that receipt from the General Fund operating cash for a combined total transfer of \$43,000.

The aggregate transfer to the aerial fire truck capital reserve being authorized in this resolution is \$86,000 and this authorization will bring the total authorized reserve level to \$215,000 not including any accumulated interest earned to date.

Thank you for your attention to this request.

CC: Carole Garcia



**Plattsburgh Police Department**

45 Pine Street

**Plattsburgh, New York**

518-563-3411

518-566-9000 (FAX)

DESMOND J. RACICOT  
Chief of Police

December 13, 2012

Mayor Donald M. Kasprzak  
And members of the Common Council  
41 City Hall Place  
Plattsburgh, NY 12901

Gentlemen:

I respectfully request your approval to extend the contractual benefits for Officer Michael Lawliss for another 12 weeks due to an on the job injury on August 22, 2011. His first 12 week period will expire on 12/30/12.

Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot  
Plattsburgh Police Department

DJR/hls

**Carole S. Garcia**  
Deputy City Chamberlain

**Department of Finance**  
6 Miller Street  
Plattsburgh, NY 12901  
518-563-7704 TEL  
518-563-1714 FAX

TO: Mayor Kasprzak and the Common Council

FROM: City Chamberlain's Office

DATE: December 28, 2012

RE: Capital Project Authorized Funding

It is requested that budget amendments to the Water, Sewer, and Rec Complex Funds be approved as follows:

<b>I</b>	Increase Appropriated Reserves (Debit)	4-0512 Water Capital Reserve	<b>\$ 100,000.00</b>
	Increase Appropriations (Credit)	4-9550-000-9000 Water Fund Transfer to Capital	<b>\$ 100,000.00</b>
		H8320.73 2012 WFP Improvements Project	\$100,000.00
<b>II</b>	Increase Appropriated Reserves (Debit)	5-0513 Sewer Capital Reserve	<b>\$ 700,000.00</b>
	Increase Appropriations (Credit)	5-9550-000-9000 Sewer Fund Transfer to Capital	<b>\$ 700,000.00</b>
		H8130.58 2012 WPCP Chemical Storage Project	\$700,000.00
<b>III</b>	Increase Estimated Revenue (Debit)	2-0510 Rec Complex (0000-2120-2046)	<b>\$ 25,333.34</b>
	Increase Appropriations (Credit)	2-9550-000-9000 Rec Complex Transfer to Capital (H5110.31 2010 PW Equip Proj-Yr3)	<b>\$ 25,333.34</b>

These amendments will authorize the use of applicable Reserves and Revenue to fund noted Capital Projects approved in separate Common Council Resolutions.



# Plattsburgh, New York

**Community Development Office**  
41 City Hall Place  
Plattsburgh, New York 12901-2936  
518-563-7642  
Fax: 518-563-4208  
hartmannm@cityofplattsburgh-ny.gov

December 20, 2012

Honorable Mayor Donald Kasprzak  
and Common Council  
41 City Hall Place  
Plattsburgh NY 12901

Re: Project HOME-22-2009  
D'Alessandro – 43 Standish Street  
Plattsburgh NY 12901

Dear Mayor and Common Council:

Enclosed for your consideration and approval is a Change Order request for \$2300.00. Work includes padding out of the windows, doors, and eaves for installation of insulation and metal wrap. Discovery of a concealed window required framing, insulating and step flashing of a dormer.

This work is eligible under all rehabilitation guidelines and will be funded by the 2009 DHCR HOME Grant.

If you have any questions concerning this matter, please direct them to me.  
Thank you for your consideration concerning this rehabilitation project.

Respectfully submitted,

Kenneth M. Primard  
Rehabilitation Specialist

mh  
1 Atch.  
cc: Files

# CHANGE ORDER

DOCUMENT G701

OWNER  
ARCHITECT  
CONTRACTOR  
FIELD  
OTHER

PROJECT: GENEVIEVE D'ALESSANDRO  
43 STANDISH ST  
(name, address) PLATTSBURGH NY  
12901

TO CONTRACTOR: B+E DEVELOPMENT  
(name, address) PO BOX 888  
PLATTSBURGH NY 12901

CHANGE ORDER NUMBER 1  
DATE: 12/19/12  
ARCHITECT'S PROJECT NO HOMER 22-200  
CONTRACT DATE 11/28/2012

The Contract is changed as follows:

The contractor had to pad out 12 windows and 3 doors to side the home. The fascia on the North and South eaves were padded out for the insulation and metal wgs. Rotted fascia on the West side of the home need to be replaced. The ledger board under the rear East door need to be replaced with PT 2x6. The bathroom dormer need to be replaced were ~~an~~ an old window was installed. The dormer was primed, insulated and stgo flashed.

These changes are eligible under all housing rehabilitation guidelines. The change order will be funded by the DHCR-2009 grant. The contractors proposal is attached.

Not valid until signed by the Owner, Contractor, and Community Development Office

The original (Contract Sum) (Guaranteed Maximum Price) was  
Net change by previously authorized Change Orders  
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was  
The (Contract Sum) (Guaranteed Maximum Price) will be (increased)(decreased)  
(unchanged) by this Change Order in the amount of  
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be  
The Contract Time will be (increased)(decreased)(unchanged) by  
The date of Substantial Completion as of the date of this Change Order therefore is

\$ 22,250.00  
\$ 22,250  
\$ 0  
\$ 2,300  
\$ 24,550

( 0 ) days

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by this Construction Change Directive

Kenneth M. Quinn

Contractor

Genevieve D'Alessandro

Owner

41 City Hall Pl

Address

Address

Address

BY Rehabilitation Specialist

BY

DATE 12/19/12

DATE

DATE

representative of Community Development Office:

John E. Chute \*

G701-1987



MUNICIPAL LIGHTING DEPARTMENT  
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.  
Manager

6 Miller Street  
Plattsburgh, New York 12901  
518-563-2200  
Fax: 518-563-6690

December 17, 2012

To: Mayor Donald M. Kasprzak  
From: Bill Treacy, Manager  
Subject: Permission to Issue Bid Proposal

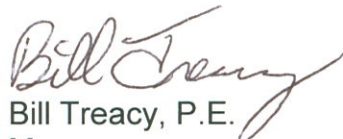
The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

**PMLD BID NO. 2012 - 12- 1  
TWO - 2013 FORD TRANSIT CONNECT VANS  
BID OPENING DATE: February 5, 2013 AT 11: 00 AM**

We propose that this bid be received under PMLD Bid No. 2012 - 12 - 1, prior to 11:00 a.m., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

The purpose of this bid is to replace two vehicles in our fleet with more fuel efficient vehicles.

Respectfully submitted,

  
Bill Treacy, P.E.  
Manager

cc: Keith Herkalo, City Clerk  
Councilor Jackson, PMLD Liaison  
Bid 2012-12-1 File



MUNICIPAL LIGHTING DEPARTMENT  
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.  
Manager

6 Miller Street  
Plattsburgh, New York 12901  
518-563-2200  
Fax: 518-563-6690

December 17, 2012

To: Mayor Donald M. Kasprzak  
From: Bill Treacy, Manager  
Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

**PMLD BID NO. 2012 - 12 - 2**

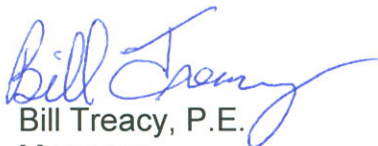
**TRANSFORMER OIL LIQUID SCREEN AND GAS ANALYSIS TESTING**

**BID OPENING DATE: FEBRUARY 5, 2013 AT 11: 00 AM**

We propose that this bid be received under PMLD Bid No. 2012 - 12 - 2, prior to 11:00 a.m., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

The purpose of this bid is to test the oil in our substation transformers, tap changers and oil circuit breakers and determine if there are any problems are developing in this equipment.

Respectfully submitted,

  
Bill Treacy, P.E.  
Manager

cc: Keith Herkalo, City Clerk  
Councilor Jackson, PMLD Liaison  
Bid 2012-12-2 File



MUNICIPAL LIGHTING DEPARTMENT  
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.  
Manager

6 Miller Street  
Plattsburgh, New York 12901  
518-563-2200  
Fax: 518-563-6690

January 2, 2013

To: Mayor Donald M. Kasprzak  
From: Bill Treacy, Manager  
Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

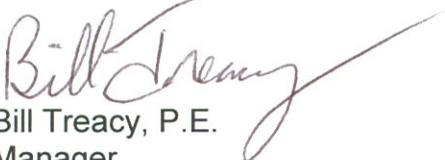
**PMLD BID NO. 2013 - 1 - 1**

**Purchase Revenue Electric Meters**

**BID OPENING DATE: February 5, 2013 AT 11: 00 AM**

We propose that this bid be received under PMLD Bid No. 2013 - 1 - 1, prior to 11:00 a.m., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,

  
Bill Treacy, P.E.  
Manager

cc:

Keith Herkalo, City Clerk  
Councilor Jackson, PMLD Liaison  
Kelly Clookey, MLD Finance Director  
Bid 2013-1-1 File